

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Members Present:** Edward "Earl" Maine  
Frank Sims  
Stephen Lowe  
Andy Puckett  
David G. Anderson

**Absent:** John. R. White  
Joseph C. Straten

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, April 18, 2016 at 6:00 P.M. in conference room "A" of the Terminal Building. Mr. Maine, Vice Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager, Jim Elliott, Airport Attorney, Kristy Miller, Executive Assistant, and Amber Miller, Airport Secretary.

Mr. Maine called for approval of the Minutes of the Regular Meeting March 14, 2016.

Mr. Puckett moved to approve the Minutes of March 14, 2016. Mr. Anderson seconded the motion. The motion carried unanimously.

Mr. Maine called for the Financial Report.

Mr. Anderson gave the Financial Report.

Mr. Maine called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Discussion ensued.

Mr. Maine called for the Operations Committee Report.

On behalf of the Ad-Hoc Committee, Mr. Sims stated that he and Mr. Straten had meet with Mr. Hines and Amber Miller to review the changes to the Personnel Policy. A completed draft version of the Personnel Policy has been sent out electronically to all the Board members for review.

On behalf of the Operations Committee, Mr. Maine asked the Board members to review the Personnel Policy before the May 2016 meeting and the Operation Committee will make their recommendations.

Mr. Hines stated that his recommendation would be to have the Personnel Policy reviewed by legal counsel.

Discussion ensued.

Mr. Maine called for the Development Committee Report.

Mr. Lowe stated that the Development Committee had not met.

Mr. Maine called for Unfinished Business.

Mr. Hines informed the Board that he and Mr. Elliott meet with Newkirk Environmental and Highlands Conservation Group in regards to the Stream and Wetlands Mitigation.

Discussion ensued.

Mr. Elliott is to prepare a draft Resolution and a draft Request for Qualifications ("RFQ") to present to the Board at the May 09, 2016 meeting.

Mr. Maine called for New Business.

Mr. Lowe inquired to why five members of the Board constituted a quorum.

Discussion ensued.

Mr. Maine asked the Development Committee to take a look at the By-Laws and the requirement that five members of the Board constituted a quorum.

Mr. Hines asked the Boards approval to pay a legal bill for items that took place in Closed Session of which he had no knowledge of or could not verify.

Mr. Lowe moved to approve the legal bill for payment. Mr. Anderson seconded the motion. The motion carried unanimously.

Mr. Maine called for Public comments.

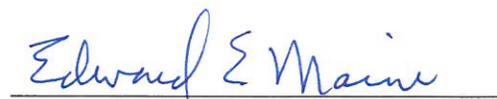
None.

No Closed Session.

Mr. Lowe moved to adjourn. Mr. Anderson seconded the motion. The motion carried unanimously. The meeting recessed at 7:31 P.M.



David Anderson, Secretary



Edward "Earl" Maine, Vice Chairman